

**Arundel Planning Board
Minutes
September 11, 2014
ML Day School Library**

Board: Rich Ganong, Marty Cain, Tom McGinn, James Lowery, John Der Kinderen, Bob Coon, Tad Redway, Planner

Public: Dan Dubois, Paul Haug, Jim Lussier, Paul Sfreddo, Bentley Warren, Donna Der Kinderen, Bud Legros, Todd Shea

Call to Order

Chairman Ganong called the meeting to order at 7:00 pm. Attendance was taken and the agenda was reviewed.

I. Approval of Agenda

Der Kinderen moved to approve the agenda, second by Coon, motion passed with all in favor.

II. Public comment (on non-agenda items)

There were no comments from the audience.

III. Approval of Minutes: 8/28/14

August 28, 2014, AIM Site Walk: *McGinn moved to approve the minutes of the site walk at AIM held on 8/28/14. Second by Lowery, motion passes with four in favor and two (Coon & Der Kinderen) abstentions.*

August 28, 2014 Meeting: *McGinn moved to approve the minutes of August 28, 2014 as written. Second by Der Kinderen, motion passes with five in favor and one (Coon) abstention.*

IV. Zoning Ordinance Amendments

Item 1: Gateway District: Discussion of Proposed Uses and Design Standards

The Planner presented the proposed Gateway District map for the Board and the audience, utilizing the Smart Board. The map shown is the map approved by the Comprehensive Plan Committee and approved by the townspeople on June 11, 2014.

The Planner read the district description for the recently approved Comprehensive Plan as follows:

Gateway District (GWD)

The Gateway District designation applies to the northern end of the Route 1 Corridor and is intended as a mixed-use district accommodating residential, business, and community uses.

Uses

The Gateway district will permit small to medium scale retail, office, service, and community uses as well as single and multi-family dwellings. New residential subdivisions, as defined by state statute, will be excluded.

Development Standards

The Gateway district will permit small to medium scale wholesale, retail, office, and service uses as well as community uses and low-impact manufacturing. Residential uses, both single and multifamily, that are part of a mixed-use project will be permitted, but new single-family subdivisions will be excluded. Small lot sizes and limited setbacks shall encourage maximum use of the suitable land available for development.

The Planner noted that this district is currently all in the BI district and is a mixed use district of residential and business.

The GWD will provide for smaller uses than the BI encourage, primarily because there are a significant amount of smaller lots.

The Planner has been approached by several lot owners asking to be able to develop their lots commercially and to also be able to divide their lots as well.

The boundary begins at the Arundel/Biddeford line and ends where County Auto Connection was located on the Portland Rd.

The BI district will be South of the GWD and provide for larger businesses.

Cain noted that the "Welcome to Arundel" sign is not currently located at the boundary line and he would like to see it moved. The Planner commented that it is the plan for the sign to be moved to the actual boundary line. Grant money from the State may be available to aid in the cost. Todd Shea, Town Manager is present this evening and commented that he would certainly make the recommendation to the Board of Selectmen that the sign be moved and noted that the Public Works department could probably move that sign at a minimal cost.

Coon asked if the Comprehensive Plan approved in June, referenced the map being shown tonight. The Planner responded that it did and was presented as it appears this evening.

The Planner recommended that the Board conduct a meeting with the property owners of the BI/GWD to get their feedback and opinions of the proposed district.

Donna Der Kinderen, Chair of the Comprehensive Plan Committee is present this evening and recommends that in light of the recent developments involving the Townhouse Corner District the Planning Board may wish to also invite property owners in the abutting districts as they would also be impacted by the GWD/BI changes.

Chairman Ganong agreed with that recommendation and the Board set a date of October 9, 2014 to hold that meeting.

Cain requested that the Planner also add the location of hydrants in the GWD to the map. The Planner stated that he will have to field verify those locations to do so, but he would.

The Board chose to defer discussion of the uses and design standards until the meeting with the property owners is held.

The Board discussed and determined that the notices to be sent out regarding the October 9th meeting should contain the Gateway District description as written in the Comprehensive Plan but not include the specifics of the proposed ordinance. Those details will be presented as a summary for discussion and feedback at the actual meeting on October 9, 2014.

Item 2: New Format: Review Schedule

Ganong opened the discussion by querying the Board as to whether or not the proposed land use ordinance amendments should be recommended as one item or if each district should be sent as separate warrant articles.

Der Kinderen feels that the districts are all inter-related so you can't send them separately, he commented that if they were completely independent of each other then you could.

Ganong commented that it wouldn't take much to derail the entire ordinance if it is sent as one article so it may be best to send it as separate items.

Tom McGinn commented that a framework could be developed and once completed each district could be replaced one at a time. This would give the Board time to work on the performance standards and processes for each district.

Lengthy discussion ensued, ultimately the Town Manager stated that he could consult with the town attorney to determine the best way to go about the process. Todd believes that if the only change is the formatting of the ordinance without changing any content then that may not have to go before town meeting for a vote, but he will get clarification on this also. He noted that perhaps Southern Maine Regional Planning could provide assistance to help with the change also. The Board agreed that he should get direction from the town attorney. Todd will do so and get back to the Planner and the Board via email.

Ganong also commented that the revisions have to be ready for March, 2015 in order to have enough time for public hearings before town meeting. Ganong noted that the Board may have to meet weekly to accomplish this. Ganong would like to get all the business districts completed for the June town meeting.

Ganong noted that the Board also needs to finish the discussion from the last meeting about whether or not Contractor Storage Yard 2 should be allowed in the Townhouse Corner District.

Todd Shea asked that as they undertake that discussion and decision they keep in mind a concern that has been brought to him regarding the allowance of 10,000 gallons of fuel storage for CSY2 as some people are of the opinion that the amount is excessive. The Board stated that they will discuss and re-consider that amount of fuel storage.

V. Other Business

Comprehensive Plan Committee- Donna Der Kinderen informed the Board that they CPC is currently working on the residential districts of R1, R2, and R3 and they should have the wording complete by October or November. The CPC would like to meet with the PB to discuss the residential districts once they are completed. The CPC's hope is that the residential district ordinance amendments will also go to town meeting in June as the CPC is not anticipating any major changes.

VI. Planner's Report

The Planner reports that there are several applications being worked on at Staff level including 3 new private way exemptions as well as one business expansion.

There is the possibility of a business expansion in the CCS district coming to the Planning Board soon.

The Planner wanted to clarify the age-restricted community that was mentioned at the last meeting is not a very large development but rather 6-7 units. There was some question from a resident as to the size of the development.

The Planner advised the Board that Ann Tardif will no longer be serving as the Planning Board Secretary. The Town Manager will be looking for someone to replace her and in the interim Ann will continue to do the minutes from the video recording. The Board expressed their thanks to Ann for her eleven years of service.

Workshop: Todd Shea informed the Board that there will be a workshop on Wednesday, October 1, 2014 at the ML Day Library. This workshop will be presented by the town attorney for all Board and Committee members as a refresher on the responsibilities and procedures of Boards and individual members. He encouraged all to attend and asked they let him know if they will not be able to attend. There is a possibility the workshop may be available on CD afterwards.

Adjourn

Der Kinderen moved to adjourn at 8:30pm. McGinn seconded the motion and it passed with all in favor.

Respectfully submitted by:
Ann Tardif, Board Secretary